How To Guide

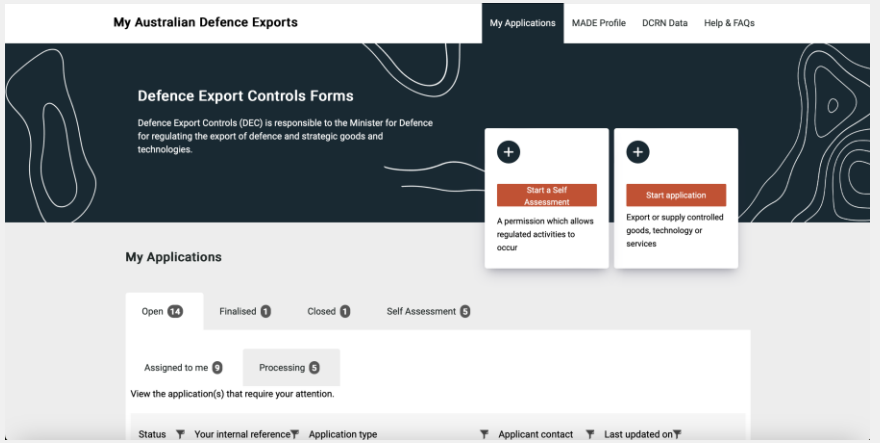
Complete a *Supply of DSGL goods, software or technology (intangible) application*

How to Export DSGL goods, software or technology (intangible)

Step 1

- To commence an application to obtain a supply permit for a military or dual-use item, select the ‘Start application’ button on the MADE landing page.

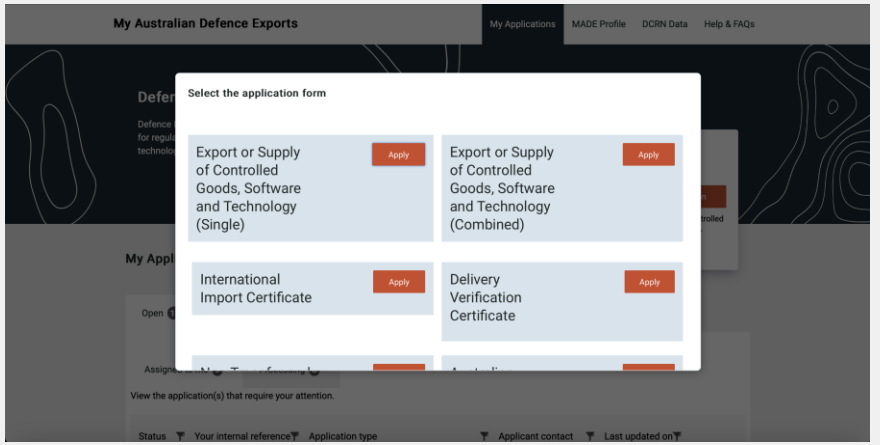
Step 1



Step 2

- Select ‘Apply’ for the ‘Export or Supply Controlled Goods and Technology’ option.

Step 2



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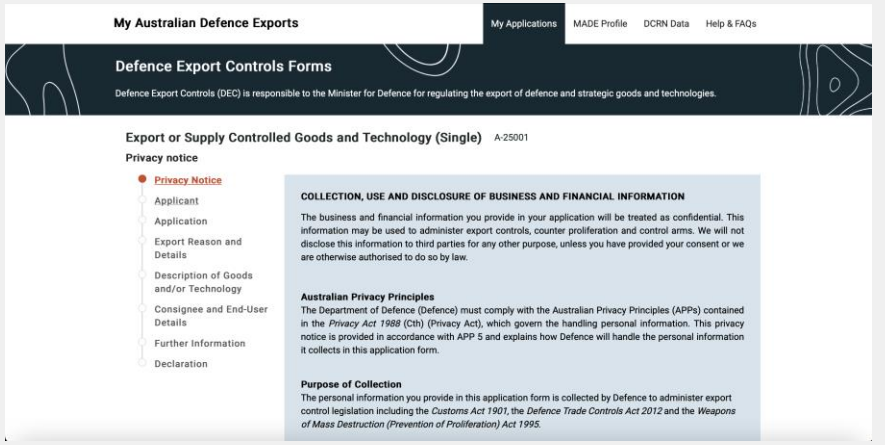
Step 3

- Take a moment to read the ‘Privacy Notice’ to ensure you understand the way in which Defence Export Controls will collect and use the data you provide.

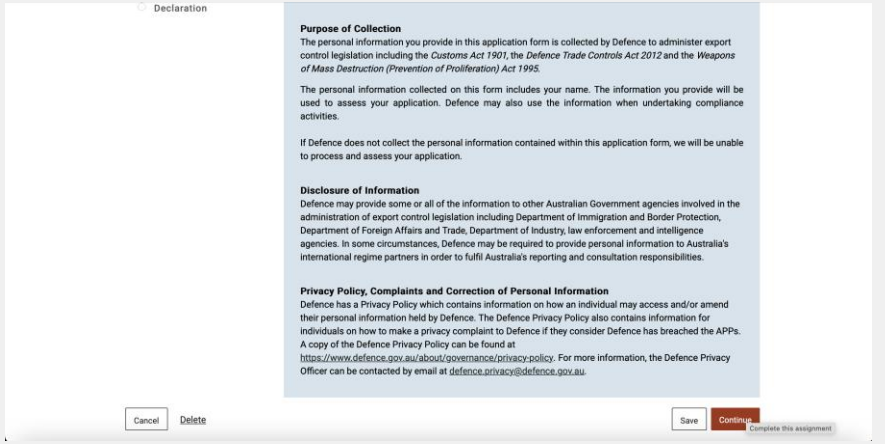
Step 3



Step 4

- Once you have read the ‘Privacy Notice’, select ‘Continue’.

Step 4



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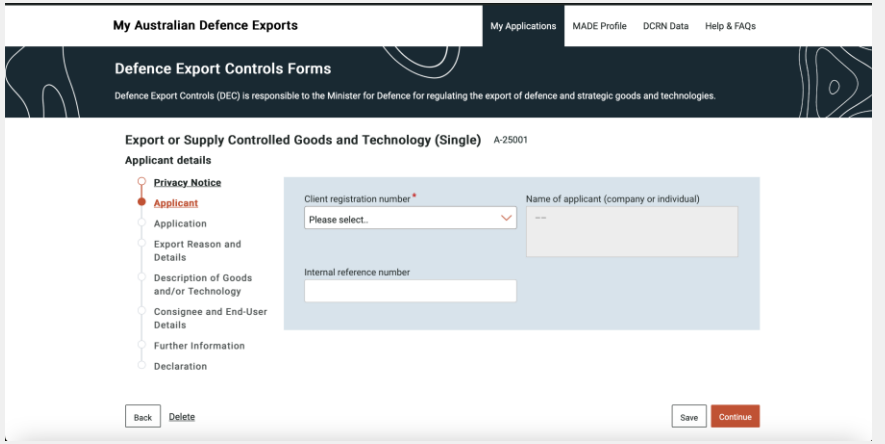
Step 5

- Select your ‘Client registration number’ that will have been provided at the completion of the DCRN Application process. You may enter an ‘Internal reference number’, specific to your organisation, to assist with identifying and locating the application at a later date.
- Once you have done this, select ‘Continue’.

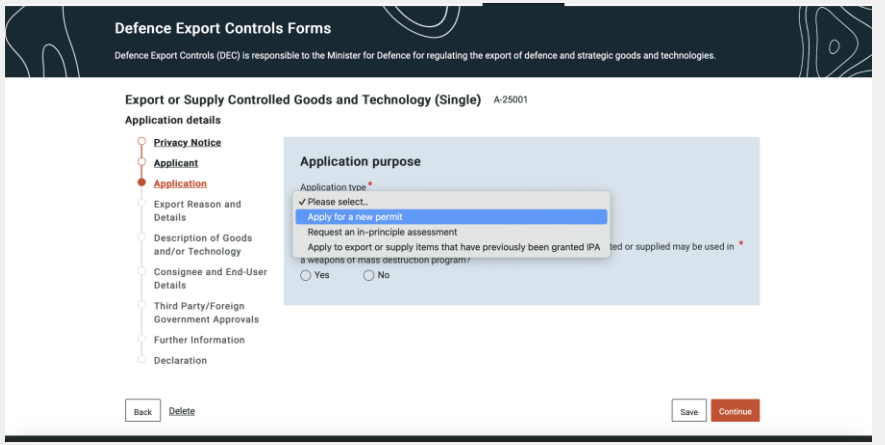
Step 5



Step 6

- Select the ‘Application type’ drop-down box and choose the application type that is relevant to your needs. For the purposes of this guide, we will be selecting ‘Apply for a new permit’. But if you are looking to obtain an ‘in-principle assessment’ or are exporting an item for which you have previously obtained an ‘in-principle assessment’, select those options as appropriate.

Step 6



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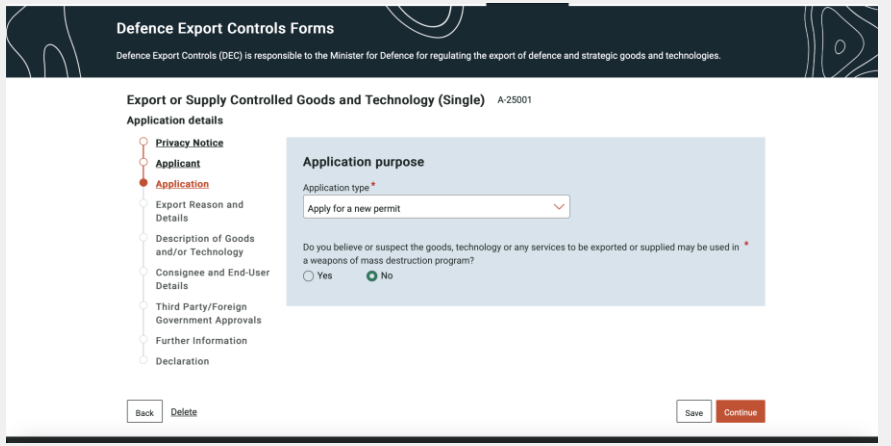
Step 7

- Respond to the question about whether you believe or suspect the exported or supplied items may be used in a WMD program by selecting either ‘yes’ or ‘no’, then select ‘Continue’.

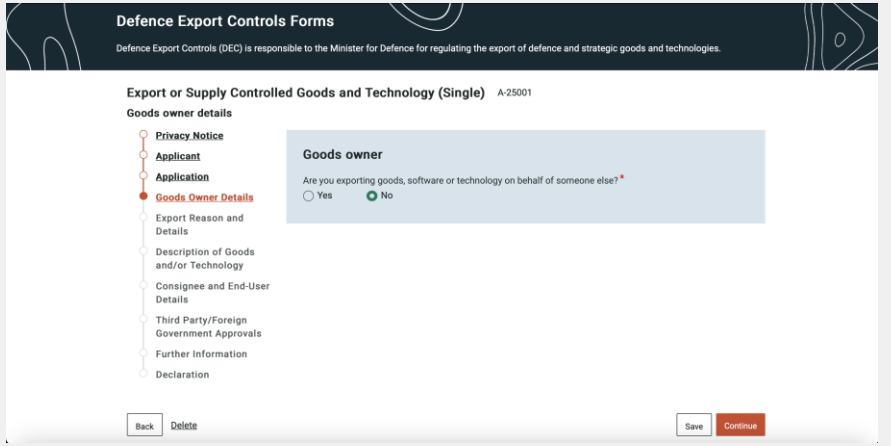
Step 7



Step 8

- Indicate whether you are exporting items on behalf of someone else. If the answer is ‘yes’, you will need to enter their details. This will include whether they have a DCRN, their ABN/CCID and their contact details.
- Once this is complete, select ‘Continue’.

Step 8



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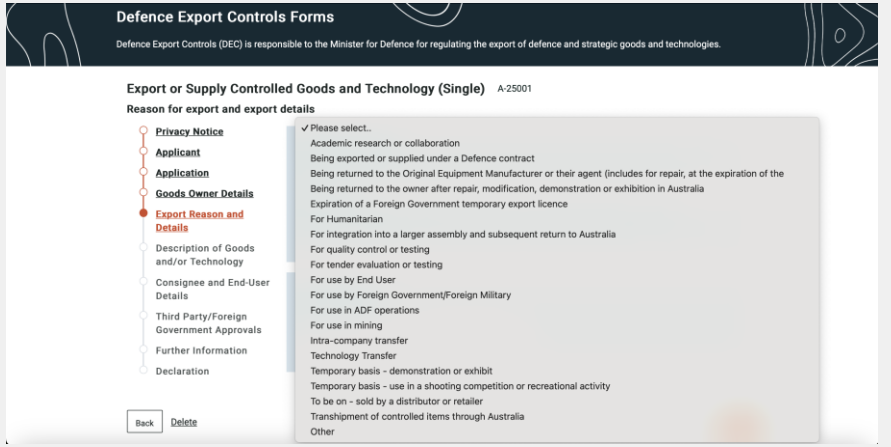
Step 9

- Select the ‘Select the option which best describes…’ drop-down box and select the reason that best describes why you are exporting or supplying the controlled items. Common responses for controlled goods may include:
  - Being exported or supplied under a Defence contract,
  - For use by Foreign Government/Foreign Military, or
  - For use in ADF operations.

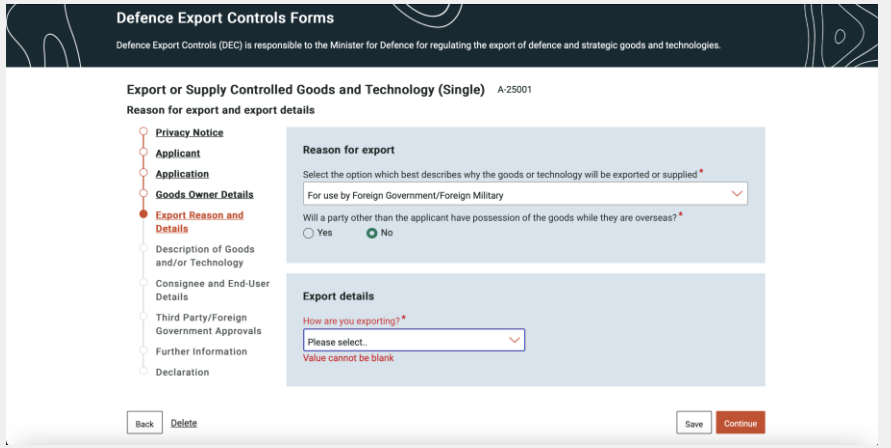
Step 9



Step 10

- Indicate ‘yes’ or ‘no’ as to whether a party other than the applicant will have possession of the goods while they are overseas.

Step 10



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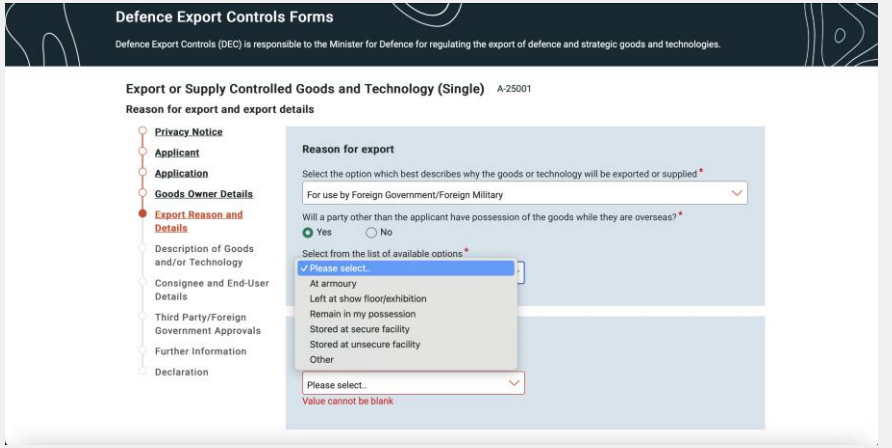
Step 11

- If the answer is ‘yes’, you will be required to indicate where the item will be left and/or stored. The pre-supplied options are predominantly relevant to tangible items.
- For this application it is likely you will need to select ‘Other’ and provide further details.

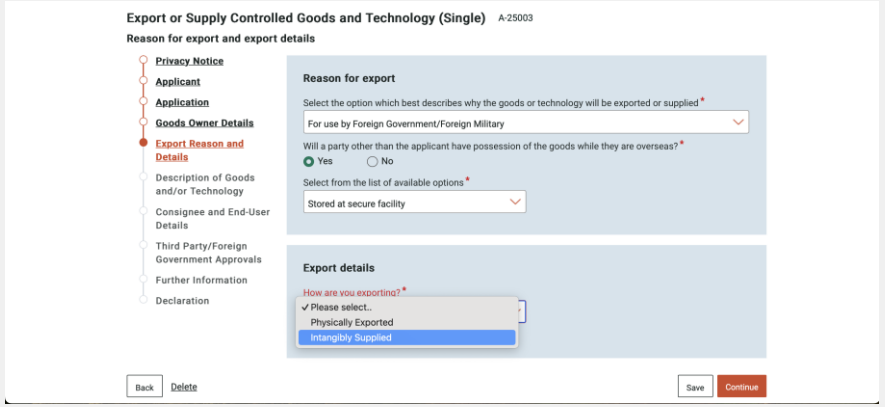
Step 11



Step 12

- Select the ‘How are you exporting?’ drop-down box and indicate whether your items will be ‘physically exported’ (shipped or delivered) or ‘intangibly supplied’ (email or cloud transfer).

Step 12



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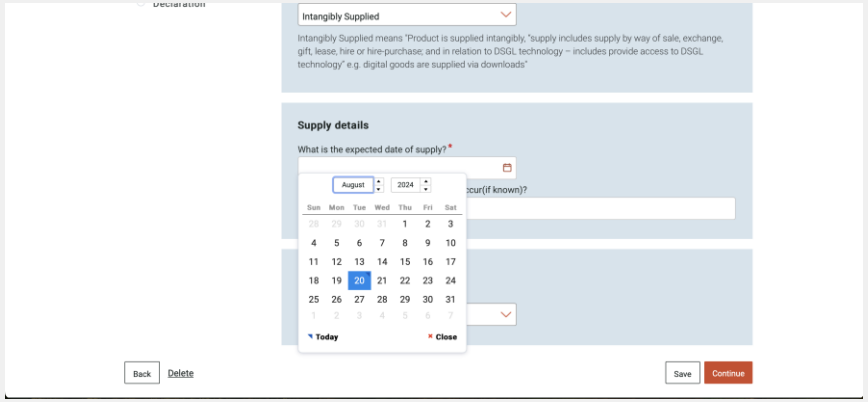
Step 13

- Depending on how you export or supply your controlled items, you will be required to enter date and method details.

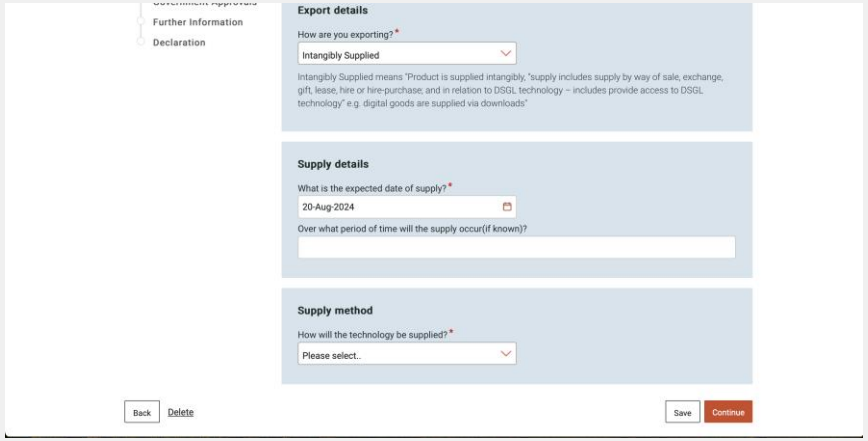
Step 13



Step 14

- Enter the date that the technology is expected to depart Australia.

Step 14



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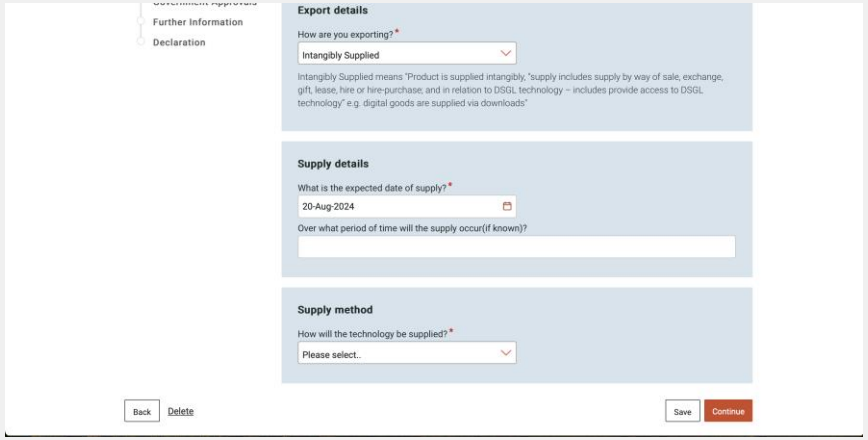
Step 15

- Indicate over what time period the supply will occur, if known.

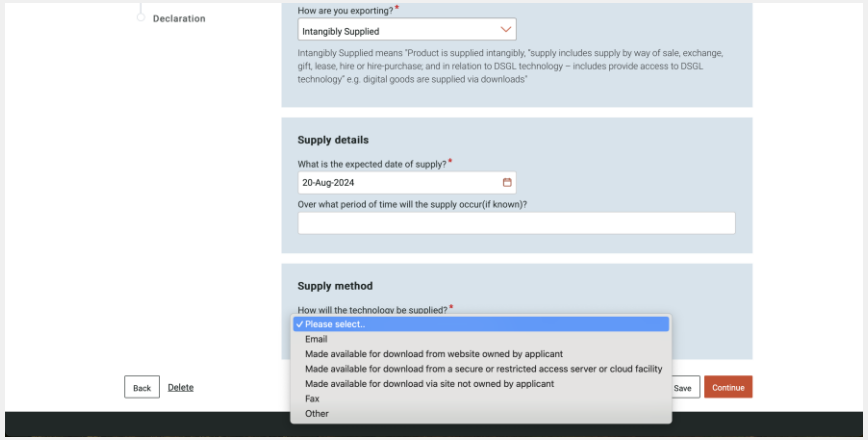
Step 15



Step 16

- Select the ‘Supply method’ drop-down box and indicate how your technology will be supplied. Once you have chosen your supply method, select ‘Continue’.

Step 16



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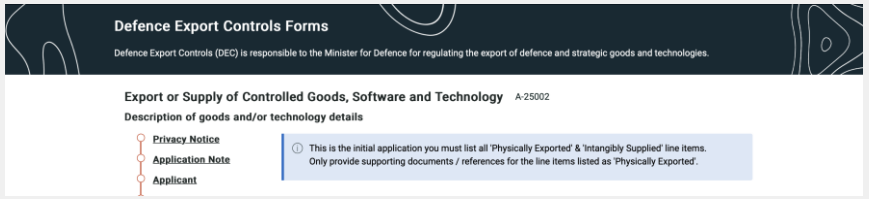
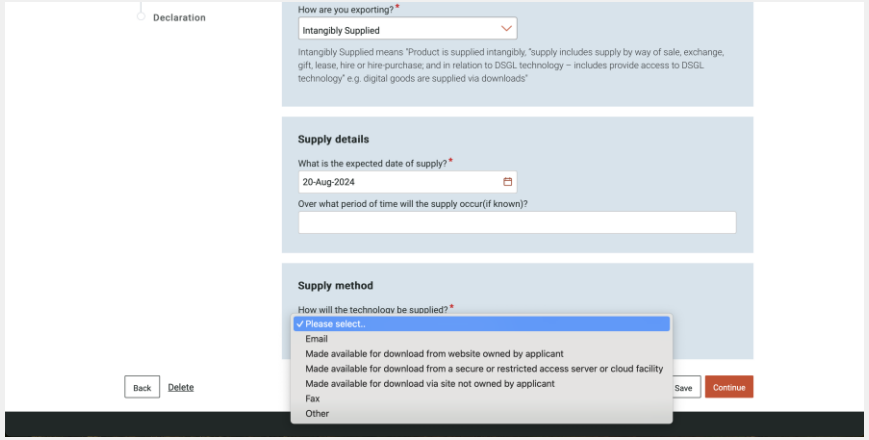
Step 17

- Select the ‘Item type’ drop-down box and select ‘Technology’. If you selected the ‘combined’ option when choosing your application type, you will be presented with this information banner.



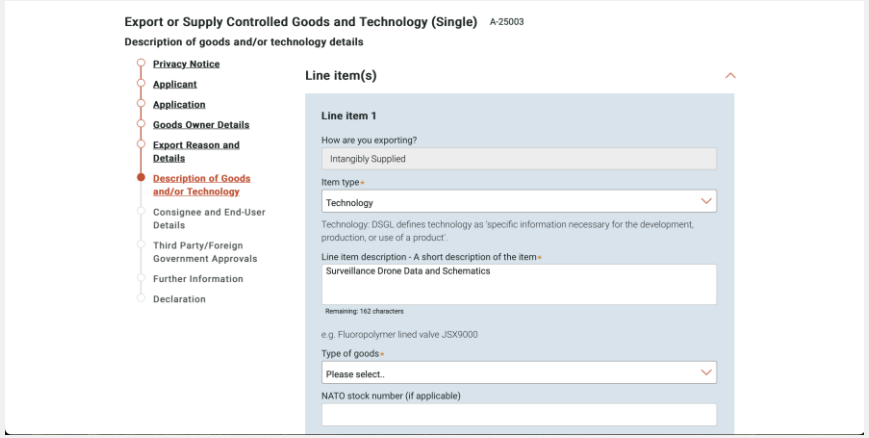
Step 17



Step 18

- Provide a short description of the item. Though we have kept the description extra short in this example, you should provide enough detail to identify your specific items, to the extent that they cannot be confused with any other item or product.

Step 18



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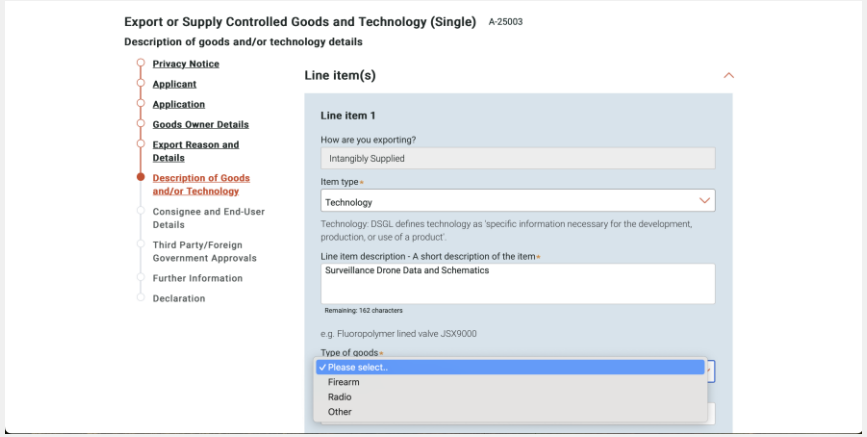
Step 19

- Due to firearm and radio exports requiring serial numbers, these items have been included in the ‘Type of goods’ drop-down box. Your intangible items will be neither of these, so choose ‘Other’.

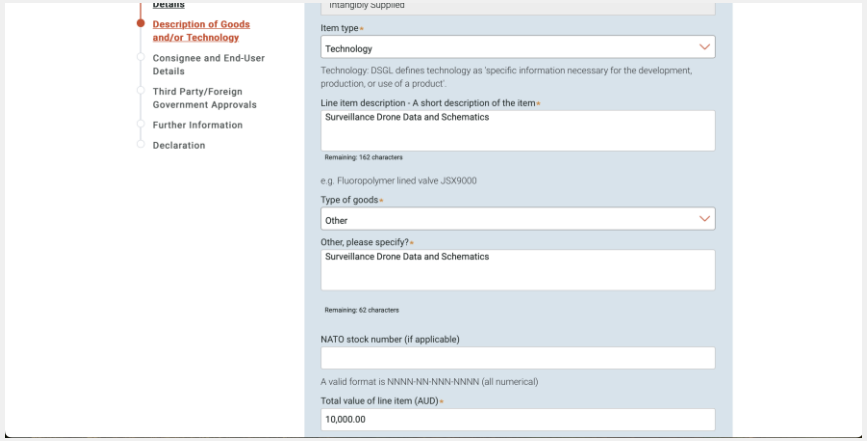
Step 19



Step 20

- If you choose ‘Other’ for your ‘Type of goods’, you must specify the type of goods. This can be a simpler description than previously provided. Indicate the ‘NATO stock number’ if applicable and the ‘Total value of line item’.

Step 20



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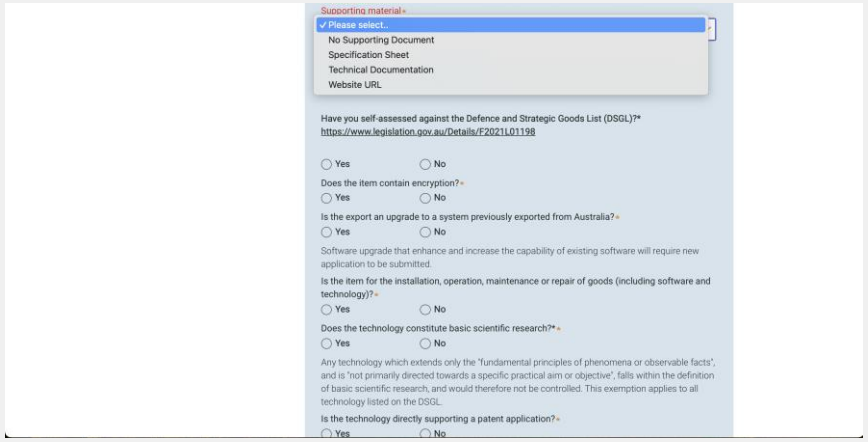
Step 21

- Indicate the type of supporting material, which may be a ‘Specification Sheet’, ‘Technical Documentation’ or a ‘Website URL’. If you choose ‘Specification Sheet’ or ‘Technical Documentation’, you will need to provide these as attachments later in the application process. If you choose ‘Website URL’, you will need to provide the link within this section.

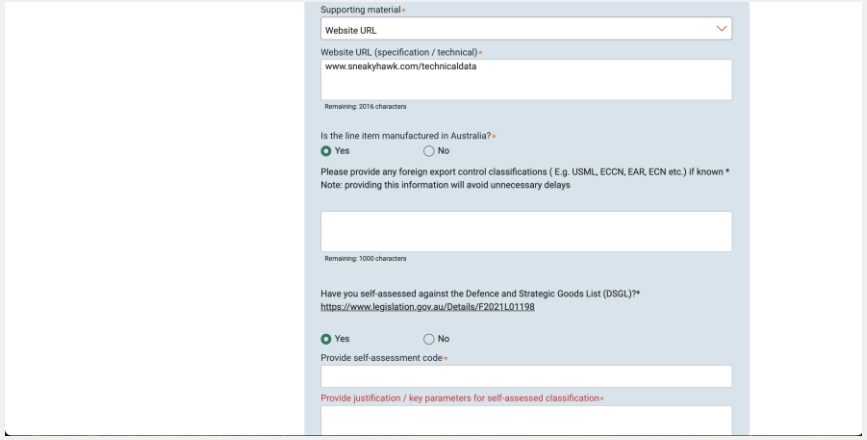
Step 21



Step 22

- Indicate whether the goods were manufactured in Australia. If they were, you have the option to provide any foreign export control classifications. Indicate whether you have completed a self-assessment, achieved by identifying your type of goods within the Defence and Strategic Goods List (DSGL).

Step 22



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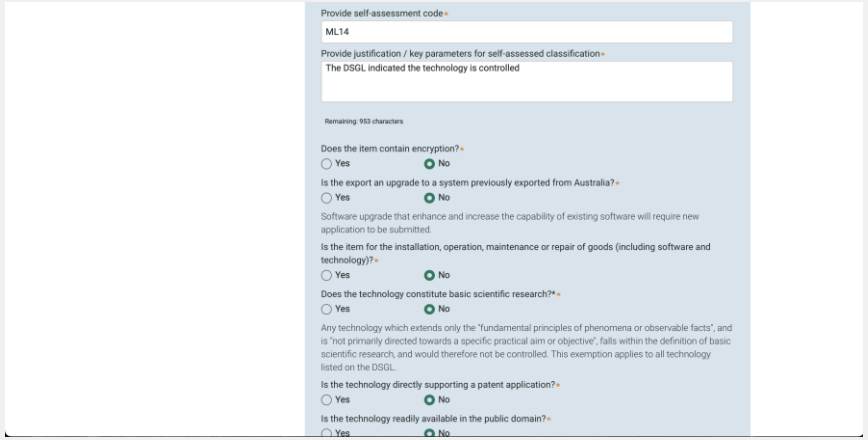
Step 23

- Provide the code relevant to your goods found within the DSGL, and provide justification for your self-assessed classification, that is, how you made the decision on which code to select.
- Indicate ‘yes’ or ‘no’ to the remainder of the questions within this section.

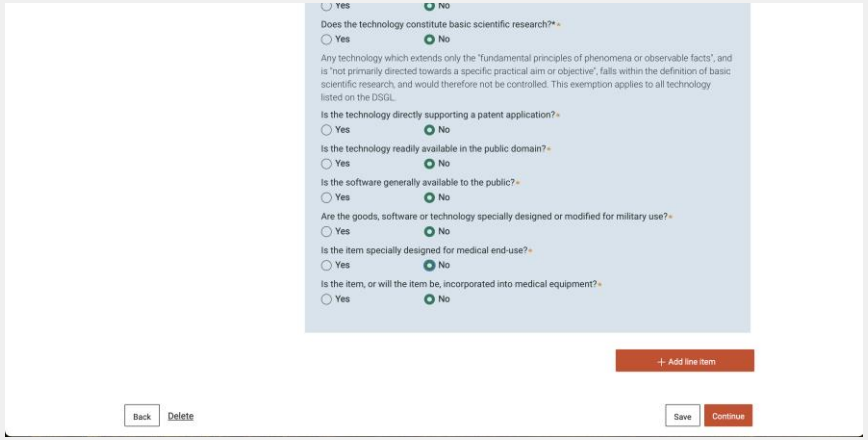
Step 23



Step 24

- After indicating ‘yes’ or ‘no’ to the remainder of the questions in this section, and providing any additional detail as required, you have the option to select ‘Add line item’. This enables you to export multiple line items under the single permit. For example, if you are submitting an application for 2 firearms, you can add one line item for 4 rounds of ammunition.
- If you are only exporting a single line item, select ‘Continue’.

Step 24

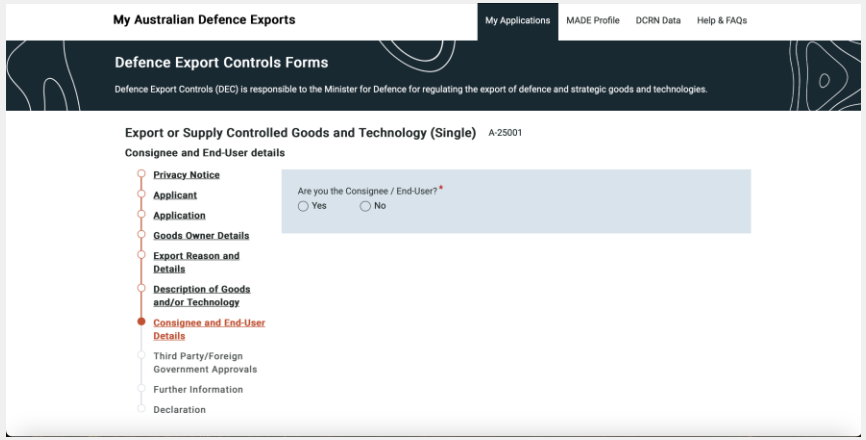


How to Export DSGL goods, software or technology (intangible)

Step 25

- Indicate ‘yes’ or ‘no’ to indicate whether you, personally, are the Consignee or End-User of the controlled goods.
- If the answer is ‘no’, you will be required to enter Consignee and/or End-User details in a separate section of the system. If you have not already entered these details, you should save your application before exiting.

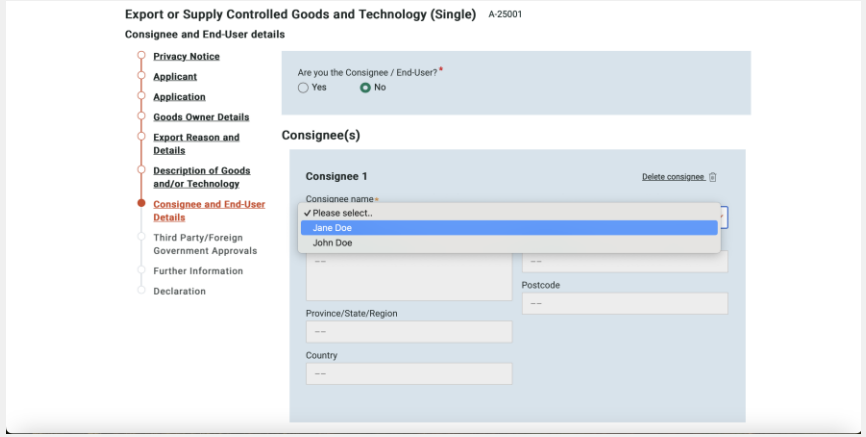
Step 25



Step 26

- When you continue your saved application, you will see that the permitted user you marked as a ‘consignee’ is available as an option within the ‘Consignee name’ drop box. The details will automatically populate where appropriate. You have the option to select ‘Add consignee’ to add one or more Consignees.

Step 26



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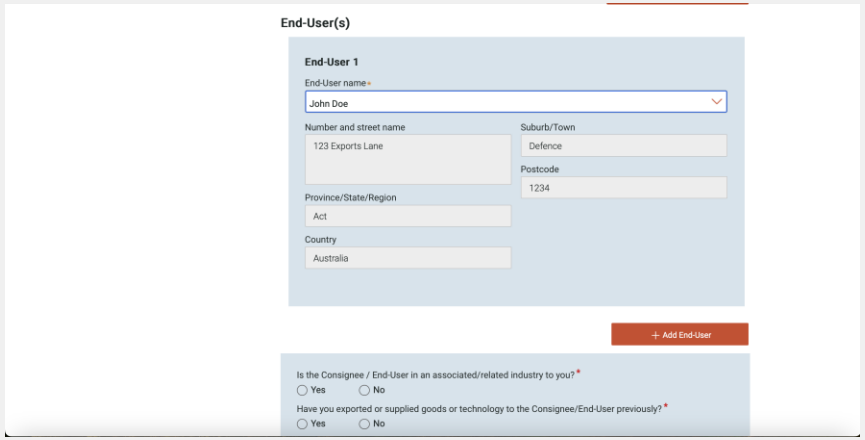
Step 27

- The End-User is entered in the same way as the Consignee. They can be the same entity as the Consignee, or different, depending on the nature of your application. You have the option to select ‘Add End-User’ to add one or more End-Users.

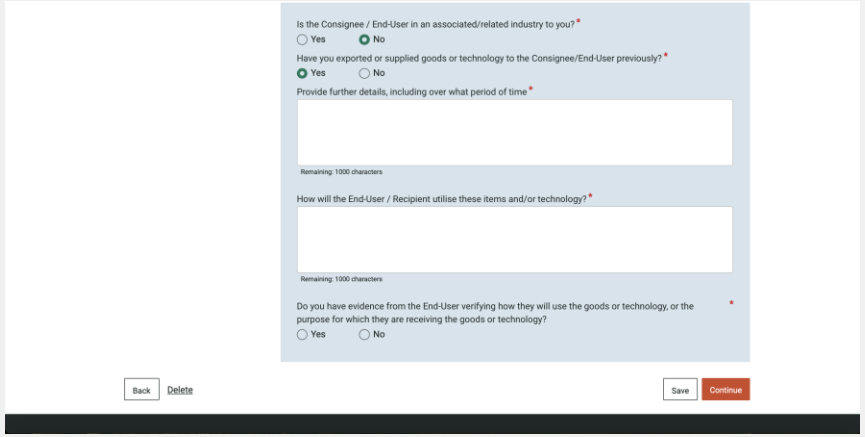
Step 27



Step 28

- Complete the remaining questions on Consignees and/or End-Users, providing further details as required. Evidence from an End-User verifies how they will use the technology.
- Once these questions are complete, select ‘Continue’.

Step 28

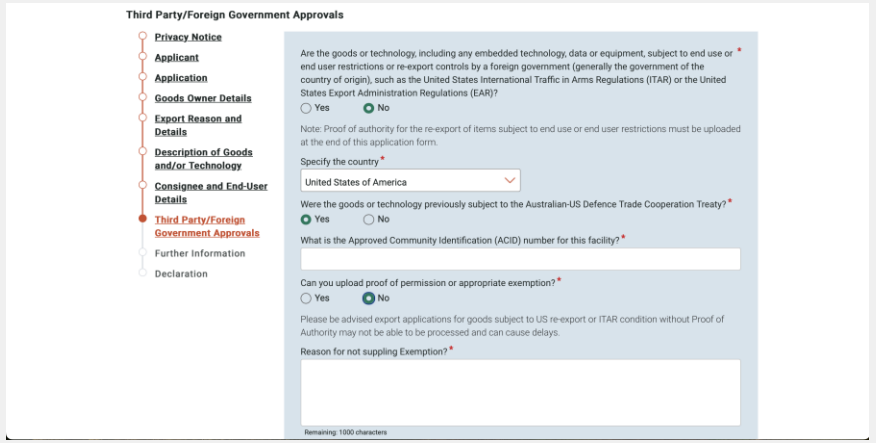


How to Export DSGL goods, software or technology (intangible)

Step 29

- The Third Party/Foreign Government Approvals section requires you to indicate whether your technology is subject to end use or end-user restrictions or re-export controls by a foreign government.
- If the answer is ‘yes’, you are required to specify the country who owns the restrictions or re-export controls, and to indicate whether you can upload proof of permission or an appropriate exemption.
- If you cannot upload proof of permission or an appropriate exemption, you are required to provide a ‘Reason for not supplying Exemption’.
- After you have indicated whether the supply of technology is related to Australian Government business, and entered the representative details if required, select ‘Continue’.

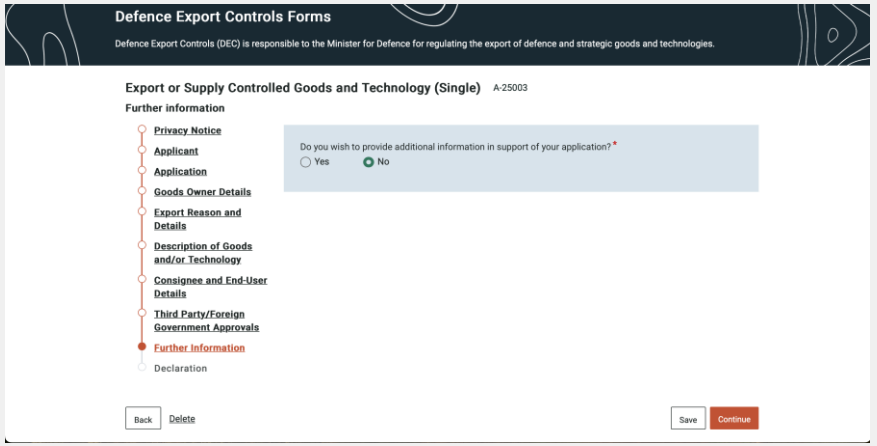
Step 29



Step 30

- Indicate ‘yes’ or ‘no’ to indicate whether you wish to provide any additional information in support of your application.

Step 30



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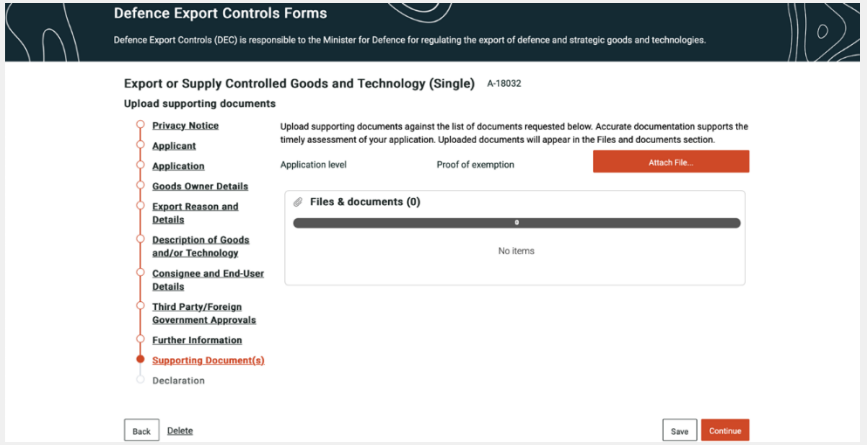
Step 31

- This is your opportunity to attach any files that are required due to the nature of your supply and the information you have entered in your application. You may include any relevant details, but please ensure that all documents combined do not exceed 15 MB and are not password protected.
- For example, a supplier would be required to attach a ‘Proof of exemption’ for ITAR technology if it was integrated into their item. Other required files may include Specification Sheets, Technical Documentation or evidence to how the End-User will use the supplied technology.
- Once you have uploaded any relevant files, select ‘Continue’.

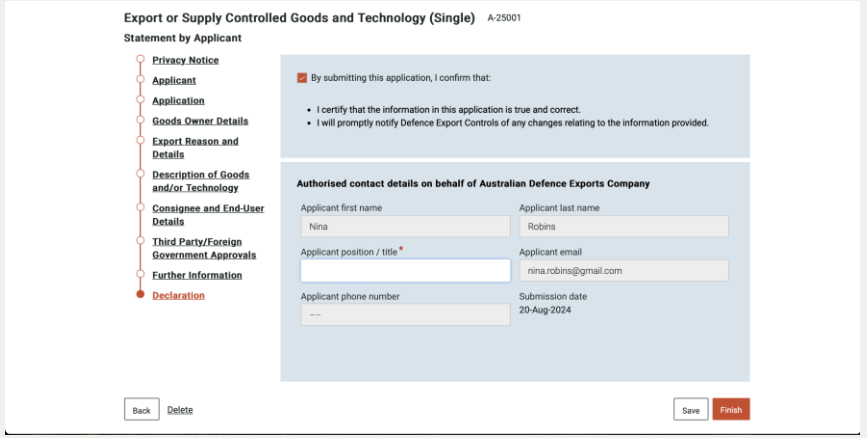
Step 31



Step 32

- Select the check box to indicate that you confirm the information you have provided is true and correct, and that you will promptly notify Defence Export Controls of any changes relating to the information provided.

Step 32



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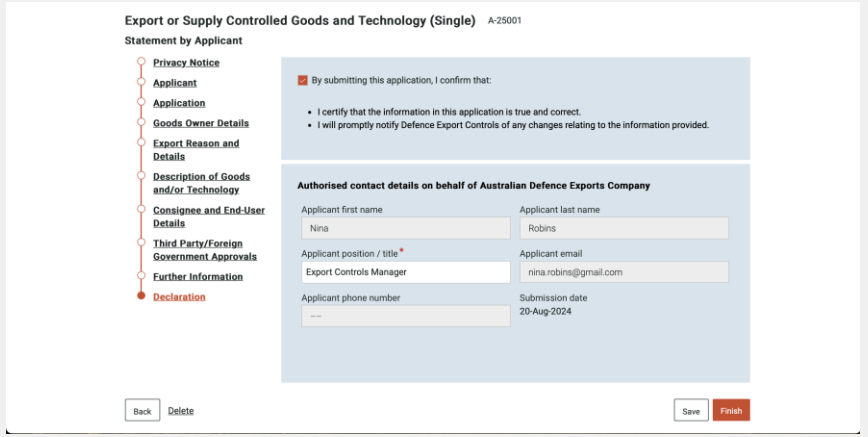
Step 33

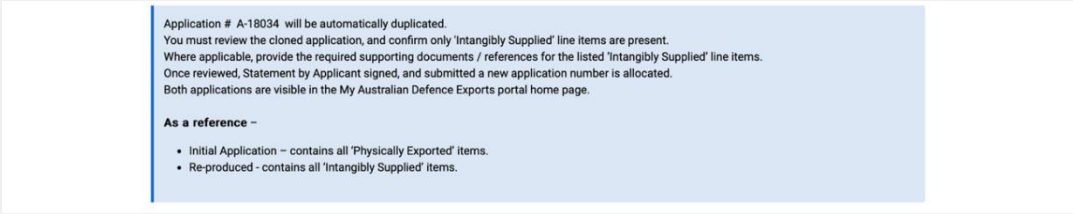
- Enter your position and/or title, then select ‘Finish’.

Step 33

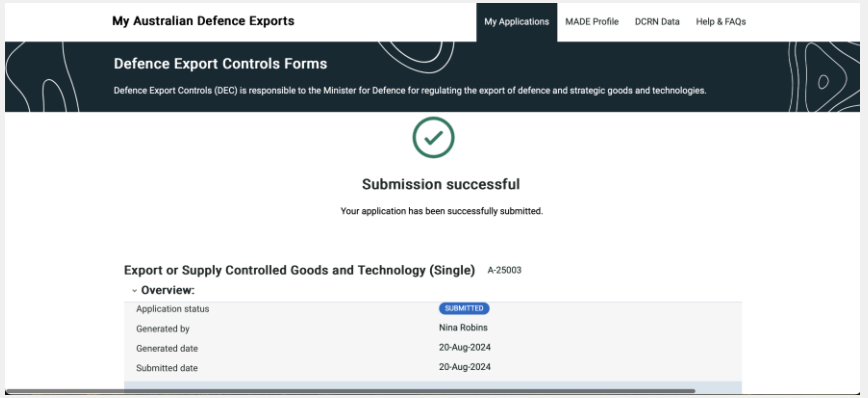


Step 34

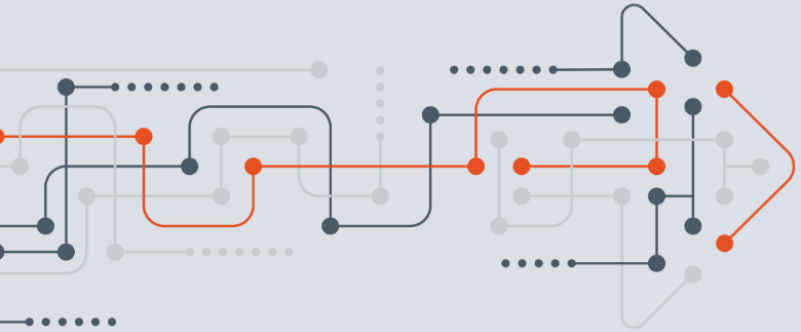
- Your application has now been submitted. You can check on the processing status of your application on the MADE landing page. If you selected the combined application when choosing your application type you will see this pop-up banner.



Step 34



Need Assistance?



Contact Us

defence.gov.au/business-industry/export/controls
exportcontrols@defence.gov.au
1800 DEFENCE, Option 4